

DEPARTMENT OF HUMAN SERVICES  
DIVISION OF JUVENILE JUSTICE SERVICES  
YOUTH PAROLE AUTHORITY  
POLICIES AND PROCEDURES

Policy No.: 08-01	Effective Date: 07/04	Revision Date: 08/31/04
Subject: Annual Review of Policy and Procedure		

**I. Policy Statement**

It is the policy of the YPA to provide current policies and procedures as required in the Utah Code 62A-7-110 (4). These policies and procedures will not duplicate information already contained in the Utah Code 62A-7-109 Thru 115. The Authority's policies and procedures are subject to approval by the Board of Juvenile Justice Services.

**II. Rationale**

To describe the functions and operations of the Youth Parole Authority (YPA).

**III. Procedure**

- A. The chairperson of the Authority shall convene a meeting of the Authority a minimum of annually, for the purpose of review and revisiting policies and procedures governing the Authority.
- B. A majority vote of the entire Authority is required for adoption of rules or policies of general applicability as provided by law. The Authority will encourage input and review by the Division prior to implementing or revising policy.

**IV. Continuous Renewal**

This policy shall be reviewed three (3) years from its effective date to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change.

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This policy has been reviewed by the Board of Juvenile Justice Services and is approved upon the signature of the Director.

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Calvin C. Clegg, Chairman  
Youth Parole Authority

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Date

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Eldon Money, Chairman  
Board of Juvenile Justice Services

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Date

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Blake D. Chard, Director  
Division of Juvenile Justice Services

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Effective/Revision Date